

**UNAPPROVED**  
**VIRGINIA BOARD OF LONG TERM CARE ADMINISTRATORS**  
**SPECIAL CONFERENCE COMMITTEE**

The Special Conference Committee of the Virginia Board of Long Term Care Administrators convened on April 1, 2009 at the Department of Health Professions, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Conference Room 4, Henrico, Virginia

**MEMBERS** Mary Smith, NHA, Chair

**PRESENT:** Randy Scott, NHA, ALFA, Board Member

**STAFF PRESENT:** Lisa R. Hahn, Executive Director  
Anne G. Joseph, Deputy Director, Administrative Proceeding Division  
Rashaun K. Minor, Discipline Operations Manager

**OTHERS** Michele Chesser, Joint Commission on HealthCare

**PRESENT:** Joseph L. Bianculli, Respondent's Counsel

**CONFERENCE** Colleen Anita Seaman, NHA, License Number: 1701-002197  
**SCHEDULED:** Case Number:121940

**CALL TO ORDER:** Ms. Smith called the conference to order at 10:30 p.m.

**DISCUSSION:** Ms. Seaman appeared before the Committee in person in accordance with the notice of the Board dated January 23, 2009. Ms. Seaman was also represented by counsel.

The Committee reviewed the allegations in the notice of informal with Ms. Seaman that she may have violated the laws and/or regulations governing the practice of long term care administration.

**CLOSED SESSION:** Mr. Scott moved that the Special Conference Committee of the Board of Long Term Care Administrators convene a closed meeting pursuant to Section §2.2-3711(A)(28) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Colleen A. Seaman, NHA. Additionally, Mr. Scott moved that Ms. Hahn, Ms. Joseph, and Ms. Minor attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its deliberations. The motion was seconded and carried unanimously.

**OPEN SESSION:** The Committee reconvened in open session at 1:00 p.m.

Mr. Scott moved that the Special Conference Committee of the Board of Long Term Care Administrators certify that it heard, discussed or considered only public business matters lawfully exempted from open

meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded and carried unanimously.

**ACTION:**

Ms. Smith moved to have Ms. Joseph read the Findings of Fact and Conclusions of Law adopted by the Committee and the decision adopted by the Committee. The motion was seconded and carried unanimously.

Colleen A. Seaman, NHA, was Ordered to be placed on Probation subject to terms and conditions for not less than one (1) year.

**ADJOURNMENT:**

The Committee adjourn this case at 1:15 p.m.

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Mary Smith, NHA, Chair

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Lisa R. Hahn, Executive Director

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Date

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Date